Faculty Advisory Council

Meeting Minutes: November 9, 2009

In attendance:

Amanda Boutot, CI

Lori Assaf, CI (Proxy for Gail Dickinson, CI)

Gail Roat, EAPS (Proxy for Kevin Fall, EAPS)

Michael O’Malley, EAPS

Moe Johnson, HPER

Bobby Patton, HPER

Renee’ Rainey, HPER

Dawn Robarts, HPER

Barbara Davis, CI

1. Welcome and no announcements.
2. October 12, 2009 minutes were approved at this meeting. Polling only received 4 votes. We will try the polling one more time for the November minutes. Lori will create the Poll and once it is approved she will place it on the COE website with Virginia Resta’s help.
3. Report from the Chair: Amanda has rescheduled her meeting with the Dean for Tuesday, November 10th. She will discuss the budget and our newest workshop on box building as well as other possible ideas we have had. Expanded College Council meets twice a month. They are pushing for more nominees for the Presidential Award for Excellence from the COE.
4. Committee Reports:
	1. SCRUF: No news. Social still in progress.
	2. Other committees: None
5. Tenure/Promotion/Retention Box Workshop: Amanda has set up Room #1005 in the Education building. The date is set for December 16th between finals and commencement. The workshop will be held from 9am-12pm. Amanda will bring a small printer and Barbara will also bring one. We will have breakfast snacks and drinks (coffee pot/coffee). Amanda will check about the flyer and get one finished to send out. She will send out an Evite so we will have an idea of the number of people that will be attending.

We will ask 1-2 Personnel Committee members from each department (Moe asks for HPER, Barbara asks for CI, and Kevin asks for EAPS) to come to the workshop to show how the boxes should be prepared and answer any questions faculty might have about their boxes. Michael and Lori expressed that we need to have PC members who are willing to talk about what goes in the boxes but also how to write the narrative. There was agreement that this workshop should be more than just putting things in the box so we will have discussion about the narrative as well. Moe, Barbara, and Kevin will also bring one of the most recent boxes and narratives that have been considered excellent in their department to show as examples.

Amanda asked Eric or Leslie to come speak at the beginning of the meeting about the COE process. They declined to speak but can be available. They would like for the departments to take over this process since each department is autonomous in this process. Barbara mentioned that there is a College level PPS for general guidelines for what goes in the box and we should have that available. Amanda recognized that having a few representatives from the College level PC committee would be good to have talk at the beginning about generic box building and also the narrative. Barbara will invite members from this committee to form a “panel” to discuss and take questions. Materials (one ream of paper, hanging file folders, labels, post its) to help in the process will be gathered and brought to the meeting by Lori – CI, Renee’ – HPER, and Gail R. – EAPS. One FAC member will serve as the facilitator during the “building” phase of the workshop.

1. Old Business: Amanda asked about the White Paper discussion that we talked about at one of our previous meetings. Moe expressed that we should brainstorm ideas for example, salaries, G.A.s, etc… Discussion continued about possible topics. Mentoring became a high topic of discussion. We will come back with college level best practices on mentoring for lecturers and tenure-track faculty. Dawn will send Amanda the HPER mentoring PPS and she will send it out so others can look at it for the next meeting.
2. New Business: Lori would like for our committee to investigate the possibility of bringing in scholars to speak on passions and movements that would be of interest to everyone in the COE. There are grants available that could help with funding. Possibly tie this in with the purpose of FAC.

Dawn mentioned that it would be good to identify one theme each year (end of the year) that FAC would be focused on each year. This year could be mentoring since that is high on the list. More discussion will be held at the next meeting.

1. Important dates for the Fall:
* December 7, 2-3:30: general meeting, ED 4040
* December 16, 9-12: B.Y.O.Box and Narrative workshop, ED 1005
1. The meeting was adjourned. (Dawn called and Lori seconded)